



Waverly Community Schools

Regular Meeting

Monday, February 27, 2012 7:30 PM

Agenda of Regular Meeting

The Board of Education Waverly Community Schools

A Regular meeting of the Board of Education of Waverly Community Schools will be held February 27, 2012, beginning at 7:30 PM in the Board Room, 515 Snow Road, Lansing, MI.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

- I. Public Hearing on Proposed Policy 5517.01 - Bullying and Other Aggressive Behavior toward Students
- II. Call to Order and Pledge to the Flag - President Britt Slocum
- III. Special Presentations
 - A. Staff Spotlight - Margot Bensinger
- IV. Correspondence - Board Secretary
- V. Public Comment
- VI. Student Representative Report
- VII. Board Member Comment
- VIII. Adoption of Meeting Agenda
- IX. ***Approval of Minutes 4
- X. Presentation of Reports
 - A. Curriculum
 - 1. Curriculum Advisory Committee Report 17
 - 2. Instructional Report - High School ACT Prep
 - B. Facility & Policy
 - 1. Facility & Policy Advisory Committee Report 18
 - 2. For Discussion - Policy (First Reading) 19
 - C. Finance & Personnel
 - 1. Finance & Personnel Advisory Committee Report 27
 - 2. Recommendation to approve Report #11-55, Master Agreement Ratification - Waverly Education Association 28
 - 3. For Discussion - Budget Amendment 2011-2012 29
 - 4. Recommendation to approve Report #11-56, Personnel Recommendations 32

- XI. Superintendent's Report
- XII. Public Comment
- XIII. Other Board Business
- XIV. Adjournment
- XV. ***Consent Agenda

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
February 13, 2012**

Opening of Meeting

The regular meeting of the Waverly Community Schools Board of Education was called to order by President Britt Slocum at 7:30 p.m. in the East Conference Center, 3131 W. Michigan Avenue, Lansing, Michigan.

Members Present:

Mr. Britt Slocum, President
Mrs. Angela Witwer, Vice President
Mrs. Melissa Sherry, Treasurer
Mr. Calvin Jones, Trustee
Mr. David Percival, Trustee

Members Absent:

Mrs. Mary Ann Martin, Secretary
Mrs. Kimberly Smith, Vice Secretary-Treasurer

Staff Present:

Mrs. Dorothy Blackwell, Interim Superintendent
Mrs. Christine Holman, Director of Student Services
Mr. Evan Nuffer, Business Manager
Vince Perkins
Tracy Thomas
Mike Moreno
Vickie Tisdale
Tim Lyman
Margaret Baldwin
Shawn Talifarro
Michelle Frederick
Gretchen Mikula
Johanna Germain
Dani Gimm
Kelly Blake
Matt Oppenheim
Jamie Holland
Eldon McGraw
Rebecca Pease

Others Present:

Amanda Herley, Student Representative
Mary Jo White
Jaime Williams
David Ghannam
Jacob Tran

Pledge

Student Jacob Tran led the pledge of allegiance.

Special Presentations

The first presentation featured recognition of Jacob Tran, Delta-Waverly Rotary Student of the Month. At the January 31, 2012 Delta-Waverly Rotary Club luncheon, Jacob Tran, a Waverly High School senior, was recognized as the Delta-Waverly Rotary Club Student of the Month. Jacob's parents, Jennifer and David Tran, also attended the luncheon as guests.

Special Presentations

Jacob spoke to the Rotary Club members about his accomplishments and plans for the future. Jacob is a Top Ten student at Waverly High School and active in many sports and other activities. He has participated on the JV and varsity football team, JV and varsity golf, JV and varsity track and field, JV and varsity wrestling, a volunteer at Ingham Regional Medical Center, a member of the Vietnamese Eucharistic Youth Group, a member of the Waverly High School drum line, the President of National Honor Society, the President of Asian Pacific Awareness Club, a member of the Black Student Union, and a member of the Spanish Honor Society. Jacob plans on attending Michigan State University in the fall, where he will major in pre-med and attend medical school after earning his undergraduate degree.

The second special presentation featured recognition of Christian Fralick, who was not in attendance. On October 27, 2011, representatives from the Waverly Community Schools attended a reception sponsored by the Greater Lansing Area Clean Cities organization in Grand Ledge, MI. At this reception, Waverly was honored to receive the news that a grant was awarded to the District by the United States Environmental Protection Agency. The grant of \$43,250 will be used towards the purchase of two new busses that meet "green" standards for emissions. Those in attendance at the reception from Waverly included Board Trustee Edith Suttles, Superintendent Dr. Debra Jones, Director of Transportation Rhonda Sosnowski, and Waverly High School student Christian Fralick. Christian, who was taking the Environmental Science class at Waverly High School, volunteered to attend this reception as a student representative. Christian spoke at the reception stating, "This grant will help improve the environment for my generation as we look to the future."

The third special presentation featured recognition of Middle School teacher Nick Niederquell who also was not in attendance. Mr. Niederquell was recognized for going above and beyond in aiding an employee who was in distress.

Interim Superintendent Blackwell recognized Waverly's principals as February 13-17 is Principal's Appreciation Week. Mrs. Blackwell read a tribute to the principals and presented them with a certificate of appreciation.

Correspondence

President Slocum reported correspondence had been received from First Presbyterian Church regarding a memorial contribution from the Board.

Public Comment

Addressing the Board during Public Comment was David Ghannam.

Student Representative Report

Student Representative Amanda Herley reported high school students took their exams January 18-20; Spanish Honor Society and Spanish classes are preparing for World Language Night; band, choir, and orchestra students performed at Solo and Ensemble festivals; departmental awards were presented to students on February 7; students in the Interact Club and National Honor Society collected cans for the food bank; the Winterfest dance was Friday, February 10; there will be a choir concert Thursday, February 16; and Waverly Destination Imagination teams will have an Instant Challenge Day on February 24.

Board Member Comment

Member Percival stated the principals do a great job and he appreciates all they do.

Member Witwer said she has a special love for the principals.

Board Member Comment (cont.)

Member Jones congratulated the principals and thanked them for their leadership every day. He also congratulated Jacob Tran on his accomplishments. Member Jones thanked Interim Superintendent Blackwell and administrative staff for the excellent professional development meeting on January 23.

Member Sherry stated Winterfest was great and it was nice to see the students all dressed up. She congratulated the music department students who participated in the Solo & Ensemble festivals.

President Slocum congratulated everyone who was recognized tonight. He mentioned the Legislative Breakfast held February 7 was the best one we've had in ten years. The legislators listed to the Board, taking constructive comments and criticism back to their offices. Member Slocum stated he attended the High School Departmental Awards on February 7 and got a chance to talk to parents who are enjoying their children's experiences at the High School.

Adoption of Agenda

A motion was presented by Member Jones and supported by Member Witwer. MOTION: The Board of Education adopt the meeting agenda as presented.

Motion carried. VOTE: AYES – 5; NAYS – 0 (Members Martin and Smith absent).

******Approval of Minutes***

The minutes of the special meeting of January 9, 2012, the regular meeting of January 9, 2012, the special meeting of January 23, 2012, two special meetings of January 24, 2012, and the special meeting of February 7, 2012 were approved as presented.

Adoption of the K-6 "Reading Street" Literacy Program from Pearson Learning – Report #11-50 – For Action

A motion was presented by Member Jones and supported by Member Witwer. MOTION: The Board of Education adopt the K-6 "Reading Street" Core Literacy Program, published by Pearson.

Motion carried. VOTE: AYES – 5; NAYS – 0 (Members Martin and Smith absent).

President Slocum stated he is pleased to have all elementary teachers on the same page in teaching reading. Member Jones thanked the teachers union and leadership for collaborating for all students of the Waverly Community Schools.

Full Day Kindergarten – For Discussion

Shawn Talifarro, Principal of the Colt Early Childhood Education Center, and Dani Gimm and Johanna Germain, Kindergarten teachers, addressed the Board in support of full day Kindergarten. They indicated they are not able to fully implement the curriculum on a half-day schedule. Kids are progressing, but with more time they can progress even more. They indicated research shows that more time is what they need, and a full day program would give 58,000 minutes of extra time in a school year. Vince Perkins, Waverly High School principal, stated having more time in Kindergarten would make a huge difference in students' performance in the upper grades.

A motion was presented by Member Jones and supported by Member Sherry. MOTION: The Board of Education move the Full Day Kindergarten report to action.

Motion carried. VOTE: AYES – 5; NAYS – 0 (Members Martin and Smith absent).

A motion was presented by Member Jones and supported by Member Percival. MOTION: The Board of Education approve a full day Kindergarten program starting in the 2012-2013 school year. (***Report #11-54***)

Full Day Kindergarten (cont.)

Motion carried. VOTE: AYES – 5; NAYS – 0 (Members Martin and Smith absent).

Member Percival stated there are great teachers behind this. Member Sherry added this is a step in the right direction. President Slocum stated the District has been battling this topic around for years, noting he had served on a committee last year which made comparisons of half day and full day Kindergarten. He indicated he is excited and said socialization is a huge component.

******Financial Recommendation – Report #11-51 – For Action***

The treasurer's report was approved as presented.

Personnel Report – Report #11-52 – For Action

A motion was presented by Member Jones and supported by Member Witwer. MOTION: The Board of Education approve the retirement of Christine Holman (Director of Student Services – 26 years); the retirement of Bridget Kelly (East Intermediate Special Education Teacher – 27 years); the employment of Kevin Kacel (Middle School History Teacher); Amy Krause (Service Building Secretary); Erin Lewis (Title I Colt Reading Paraprofessional); Elise Wile (Title I Colt Reading Paraprofessional); Matthew DiMambro (Title I Winans Reading Paraprofessional); Traci LaDue (Title I Winans Reading Paraprofessional); Courtney Tasker (Title I Winans Reading Paraprofessional); and Ian Walker (SIG Grant MS Assistant Technician); the resignation of Theresa Mitchell (Colt Lunch Assistant); the recall of Julie Marrison (MS Intervention Paraprofessional); Ann Marie Mutty (Colt Lunch Assistant); Pat Albright (East Special Education Paraprofessional) and Mike Wallace (MS Interventionist); the transfer of Willa Martin-Buckner from MS 2-hour cashier to MS 3-hour cashier; Shirley Cannon from Colt Lunch Assistant to Middle School lunch assistant; and Ann Marie Mutty from Colt Lunch Assistant to Middle School Cashier; and extra-curricular stipends for the high school play.

Motion carried. VOTE: AYES – 5; NAYS – 0 (Members Martin and Smith absent).

Member Jones acknowledged the 26 years of service by Christine Holman and 27 years of service by Bridget Kelly. President Slocum wished congratulated Mrs. Holman on her retirement and welcomed new teacher Kevin Kacel.

Resolution for Special Election May 8, 2012 – Report #11-53 – For Action

A motion was presented by Member Jones and supported by Member Witwer. MOTION: The Board of Education adopt the resolution which specifies publication timelines, certification of ballot propositions, and other related details for a special election to take place on Tuesday, May 8, 2012 for the purpose of renewal of operating millage.

Motion carried. VOTE: AYES – 5; NAYS – 0 (Members Martin and Smith absent).

Interim Superintendent's Report

Negotiations with the WEA continue on Wednesday, February 16th. Negotiations with WESPA begin on February 23rd.

There is no school for students on Friday, February 17th as the staff participates in professional development activities. The morning includes a four-hour block (K-6 - "Reading Street"); (grades 9-12 - Teachers Learning Together). WESPA has a choice of CPR training, CPI Training, or technology training. After lunch, the entire staff will go to the high school auditorium for a presentation by Anthony Muhammad. His topic is Transforming Culture. Dr. Muhammad is one of the most sought after educational consultants in North America. As a practitioner of nearly twenty years, Dr. Muhammad has

Interim Superintendent's Report (cont.)

served as a middle school teacher, assistant principal, middle school principal, and high school principal. His tenure as a practitioner has earned him several awards as both a teacher and a principal.

As a researcher, he has published articles in several publications in both the United States and Canada. Dr. Muhammad is a contributing author to the book [The Collaborative Administrator: Working Together as a Professional Learning Community](#) published in 2008. He also authored [Transforming School Culture: How to Overcome Staff Division](#), published in 2009.

Interim Superintendent Blackwell will be attending the Second Annual Heritage Ball on Saturday, February 18th at the Causeway Bay South to present awards to Shawn Talifarro and Tracy Thomas. The event honors African American Principals in the Greater Lansing Area for their stellar achievements.

Monday, February 20th is Presidents' Day, a day off for students and staff. School resumes on Tuesday, February 21st.

The Board and administration had a very productive Legislative Breakfast on Tuesday, February 7, and now have an opportunity to attend the 6th Annual Mid-Michigan Legislative Breakfast on Thursday, March 22, 2012, 7:00-9:00 am at the Radisson Hotel in downtown Lansing. The following legislators have agreed to attend the Legislative Breakfast: Representative Joan Bauer; Representative Deb Shaughnessy; Senator Rick Jones; Representative Barb Byrum; Representative Kevin Cotter; and Senator Gretchen Whitmer. The event, featuring a breakfast buffet, is offered at no cost to all school board members, superintendents, and invited guests. RSVP by Monday, February 27 if you would like to attend.

Public Comment

Addressing the Board during Public Comment were Matt Oppenheim and Shawn Talifarro.

Other Board Business

Member Jones congratulated Tracy Thomas and Shawn Talifarro for their upcoming recognition at the Heritage Ball and thanked them for all they do.

Member Percival congratulated Christine Holman on her retirement noting they worked together at the high school and she did a wonderful job there.

Adjournment

The meeting adjourned at 8:14 p.m.

Respectfully submitted,

Britt Slocum, President

rlp

***Consent Agenda

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
February 21, 2012**

Opening of Meeting

The special meeting of the Waverly Community Schools Board of Education was called to order by President Britt Slocum at 8:00 a.m. in the Board Room of the Administrative Center, 515 Snow Road, Lansing, Michigan.

Members Present:

Mr. Britt Slocum, President
Mrs. Angela Witwer, Vice President
Mrs. Melissa Sherry, Treasurer
Mrs. Kim Smith, Vice Secretary/Treasurer
Mr. Calvin L. Jones, Trustee
Mr. Dave Percival, Trustee

Members Absent:

Mrs. Mary Ann Martin, Secretary

Staff Present:

Dorothy Blackwell, Interim Superintendent
Christine Holman, Director of Student Services
Evan Nuffer, Business Manager

Others Present:

Kevin Harty, Thrun Law Firm

Purpose:

The purpose of the meeting was to discuss the status of negotiations with the Waverly Education Association.

Closed Meeting:

A motion was presented by Member Jones and supported by Member Witwer. MOTION: The Board of Education enter into closed session to discuss the status of negotiations with the Waverly Education Association.

Roll call vote was taken with all members present voting aye.

VOTE: AYES – 6 (Members Slocum, Witwer, Sherry, Smith, Jones, and Percival). NAYS – 0 (Member Martin absent).

Return to Open Session

The Board returned to open session at 8:34 a.m.

Adjournment

The meeting adjourned at 8:35 a.m.

Respectfully submitted,

Britt Slocum, President

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
February 21, 2012**

Opening of Meeting

The special meeting of the Waverly Community Schools Board of Education was called to order by President Britt Slocum at 5:00 p.m. in the Board Room of the Administrative Center, 515 Snow Road, Lansing, Michigan.

Members Present:

Mr. Britt Slocum, President
Mrs. Angela Witwer, Vice President
Mrs. Melissa Sherry, Treasurer
Mrs. Kim Smith, Vice Secretary/Treasurer
Mr. Dave Percival, Trustee

Members Absent:

Mrs. Mary Ann Martin, Secretary
Mr. Calvin L. Jones, Trustee

Staff Present:

Dorothy Blackwell, Interim Superintendent
Christine Holman, Director of Student Services/Hearing Officer
Mr. Vince Perkins, Waverly High School Principal
Mr. Tony Terranova, Waverly High School Dean of Students

Others Present:

Student A
Grandparent
Tutor

Purpose:

The purpose of the meeting was a disciplinary hearing.

Closed Meeting:

A closed meeting was requested. A motion was presented by Member Witwer and supported by Member Sherry. MOTION: The Board of Education enter into closed session to discuss the incident that led to this disciplinary hearing.

Roll call vote was taken with all members present voting aye.

VOTE: AYES – 5 (Members Slocum, Witwer, Sherry, Smith, and Percival). NAYS – 0 (Member Martin and Member Jones absent).

Discussion

The Board, administration, student, grandparent, and tutor discussed the disciplinary incident involving the student.

Return to Open Session

The Board returned to open session at 5:43 p.m.

Motion to Expel

A motion was presented by Member Witwer and supported by Member Smith. MOTION: The Board of Education moves to expel Student A, whose identity is known to the Board, for violating the Student Code of Conduct. The Board of Education accepts the administration's recommendation of expulsion for 180 school days.

Motion carried. VOTE: AYES – 5; NAYS – 0 (Members Martin & Jones).

Adjournment

The meeting adjourned at 5:45 p.m.

Respectfully submitted,

Angela Witwer, Vice President

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
February 21, 2012**

Opening of Meeting

The special meeting of the Waverly Community Schools Board of Education was called to order by President Britt Slocum at 6:00 p.m. in the Board Room of the Administrative Center, 515 Snow Road, Lansing, Michigan.

Members Present:

Mr. Britt Slocum, President
Mrs. Angela Witwer, Vice President
Mrs. Melissa Sherry, Treasurer
Mrs. Kim Smith, Vice Secretary/Treasurer
Mr. Dave Percival, Trustee

Members Absent:

Mrs. Mary Ann Martin, Secretary
Mr. Calvin L. Jones, Trustee

Staff Present:

Dorothy Blackwell, Interim Superintendent
Christine Holman, Director of Student Services/Hearing Officer
Mr. Mike Moreno, Waverly Middle School Principal
Mr. Jeremiah Baynes, Waverly Middle School Dean of Students

Others Present:

Student B
Mother
Grandmother

Purpose:

The purpose of the meeting was a disciplinary hearing.

Closed Meeting:

A closed meeting was requested. A motion was presented by Member Witwer and supported by Member Sherry. MOTION: The Board of Education enter into closed session to discuss the incident that led to this disciplinary hearing.

Roll call vote was taken with all members present voting aye.

VOTE: AYES – 5 (Members Slocum, Witwer, Sherry, Smith, and Percival). NAYS – 0 (Member Martin and Member Jones absent).

Discussion

The Board, administration, student, parent and grandparent discussed the disciplinary incident involving the student.

Return to Open Session

The Board returned to open session at 6:25 p.m.

Motion to Expel

A motion was presented by Member Witwer and supported by Member Sherry. MOTION: The Board of Education moves to expel Student B, whose identity is known to the Board, until March 29, 2012 with provisions that Student A attends drug intervention counseling.

Motion carried. VOTE: AYES – 5; NAYS – 0 (Members Martin & Jones).

Adjournment

The meeting adjourned at 6:30 p.m.

Respectfully submitted,

Kimberly Smith, Vice Secretary/Treasurer

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
February 21, 2012**

Opening of Meeting

The special meeting of the Waverly Community Schools Board of Education was called to order by President Britt Slocum at 6:57 p.m. in the Board Room of the Administrative Center, 515 Snow Road, Lansing, Michigan.

Members Present:

Mr. Britt Slocum, President
Mrs. Angela Witwer, Vice President
Mrs. Melissa Sherry, Treasurer
Mrs. Kim Smith, Vice Secretary/Treasurer
Mr. Dave Percival, Trustee

Members Absent:

Mrs. Mary Ann Martin, Secretary
Mr. Calvin L. Jones, Trustee

Staff Present:

Dorothy Blackwell, Interim Superintendent
Christine Holman, Director of Student Services/Hearing Officer
Mr. Mike Moreno, Waverly Middle School Principal
Mr. Jeremiah Baynes, Waverly Middle School Dean of Students

Others Present:

Student C
Mother
Step-father

Purpose:

The purpose of the meeting was a disciplinary hearing.

Discussion

The Board, administration, student, mother and step-father discussed the disciplinary incident involving the student.

Motion to Expel

A motion was presented by Member Witwer and supported by Member Sherry. MOTION: The Board of Education moves to suspend Student C, whose identity is known to the Board, until March 29, 2012 for violating the Student Code of Conduct, with the provision that Student A attends drug intervention counseling.

Motion carried. VOTE: AYES – 5; NAYS – 0 (Members Martin & Jones).

Adjournment

The meeting adjourned at 7:24 p.m.

Respectfully submitted,

Kimberly Smith, Vice Secretary/Treasurer

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
February 21, 2012**

Opening of Meeting

The special meeting of the Waverly Community Schools Board of Education was called to order by President Britt Slocum at 7:56 p.m. in the Board Room of the Administrative Center, 515 Snow Road, Lansing, Michigan.

Members Present:

Mr. Britt Slocum, President
Mrs. Angela Witwer, Vice President
Mrs. Melissa Sherry, Treasurer
Mrs. Kim Smith, Vice Secretary/Treasurer
Mr. Dave Percival, Trustee

Members Absent:

Mrs. Mary Ann Martin, Secretary
Mr. Calvin L. Jones, Trustee

Staff Present:

Dorothy Blackwell, Interim Superintendent
Christine Holman, Director of Student Services/Hearing Officer
Mr. Mike Moreno, Waverly Middle School Principal
Mr. Jeremiah Baynes, Waverly Middle School Dean of Students

Others Present:

Parent

Purpose:

The purpose of the meeting was a disciplinary hearing.

Closed Meeting:

A closed meeting was requested. A motion was presented by Member Witwer and supported by Member Sherry. MOTION: The Board of Education enter into closed session to discuss the incident that led to this disciplinary hearing.

Roll call vote was taken with all members present voting aye.

VOTE: AYES – 5 (Members Slocum, Witwer, Sherry, Smith, and Percival). NAYS – 0 (Member Martin and Member Jones absent).

Discussion

The Board, administration, and parent discussed the disciplinary incident involving the student.

Return to Open Session

The Board returned to open session at 9:06 p.m.

Motion to Expel

A motion was presented by Member Witwer and supported by Member Sherry. MOTION: The Board of Education moves to reinstate to an alternative program Student D, whose identity is known to the Board, and who has been suspended for violating the Student Code of Conduct, as soon as the intake process to the program is complete.

Motion carried. VOTE: AYES – 5; NAYS – 0 (Members Martin & Jones).

Adjournment

The meeting adjourned at 9:07 p.m.

Respectfully submitted,

Kimberly Smith, Vice Secretary/Treasurer

rlp

| Date: 2/13/12 | Committee: Curriculum | |
|----------------------------------|--|-------------|
| Agenda Items | Discussion | Disposition |
| Reading Street Adoption | Report 11-50 | |
| Full Day Kindergarten | For Discussion | |
| Feb. 17 Professional Development | Certified Staff: HS Teachers Learning Together /SIP K-6 Reading Street WESPA- CPR, CPI, Technology MS @ Addendum voluntary participation | |

| | | |
|--------------------|--|---|
| Date: 2/13/12 | Committee: Policy/Facilities Kim Smith, Evan Nuffer, Britt Slocum, Kim Smith | |
| Agenda Items | Discussion | Disposition |
| Budget | Negotiations Update | FYI |
| Policy | New bullying policy <ul style="list-style-type: none"> • Update of existing policy • Requires a public hearing at the 1st reading meeting • Must report to MDE 30 days after the 2nd reading meeting • Must be reported by June 6, 2012 • Optional pieces | Discussed – everyone in agreement First Reading – February 27 Second Reading – March 12 Agreement to strike all optional pieces |
| Policy/Facility | Memorial for Trevor Wesley at WMS – Class of ‘83 | Check on policy who makes decision Possible stepping stones or plants Check with Michelle Miles/Mike Moreno Kim Smith will get back with Mrs. Wesley on concept |
| Summer Programming | Varsity Club until 2 nd week of August Future use by 21 st Century Grant | FYI |

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
February 27, 2012**

FOR DISCUSSION

Subject: Policy - First Reading

Recommendation:

The Superintendent recommends the Board of Education reviews the policy update listed below at first reading:

Policy 5517.01 Bullying and Other Aggressive Behavior toward Students Replacement

Statement of Purpose/Issue:

These policies revisions are the result of the NEOLA update and a review by the administration and the Board Policy Advisory Committee.

Budget Impact:

None

Historical Perspective/Background:

NEOLA provides updates to keep our policies current with applicable laws and regulations. The administration also reviews policies periodically and brings changes to the Board Policy Advisory Committee for review and consideration.

Discussion of Options:

The Board can refer policies to the Advisory Committee for further review or allow them to come back to the Board for second reading.

Rationale for Recommendation:

These policies were recommended to the District by NEOLA and were reviewed and approved by the Policy Advisory Committee.

Strategic Plan Reference:

As the heart of the community, our mission is to educate and prepare each student to achieve her or his academic best, develop character, become a lifelong learner, and contribute as a citizen of our global society by committing ourselves to excellence in education characterized by a safe environment, rigorous curriculum, quality instruction, respect for diversity, and attention to individual needs in partnership with the family and our entire community.



NEOLA of MICHIGAN
LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

STUDENTS
5517.01/page 1 of 7

REPLACEMENT POLICY – SPECIAL UPDATE JANUARY 2012

BULLYING AND OTHER AGGRESSIVE BEHAVIOR TOWARD
STUDENTS

It is the policy of the District to provide a safe and nurturing educational environment for all of its students.

This policy protects all students from bullying/aggressive behavior regardless of the subject matter or motivation for such impermissible behavior.

Bullying or other aggressive behavior toward a student, whether by other students, staff, or third parties, including Board members, parents, guests, contractors, vendors, and volunteers, is strictly prohibited. This prohibition includes written, physical, verbal, and psychological abuse, including hazing, gestures, comments, threats, or actions to a student, which cause or threaten to cause bodily harm, reasonable fear for personal safety or personal degradation.

Demonstration of appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment or bullying is expected of administrators, faculty, staff, and volunteers to provide positive examples for student behavior.

This policy applies to all "at school" activities in the District, including activities on school property, in a school vehicle, and those occurring off school property if the student or employee is at any school-sponsored, school-approved or school-related activity or function, such as field trips or athletic events where students are under the school's control, or where an employee is engaged in school business. Misconduct occurring outside of school may also be disciplined if it interferes with the school environment.



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

STUDENTS
5517.01/page 2 of 7

Notification

Notice of this policy will be **annually** circulated to and posted in conspicuous locations in all school buildings and departments within the District and discussed with students, as well as incorporated into the teacher, student, and parent/guardian handbooks. State and Federal rights posters on discrimination and harassment shall also be posted at each building. All new hires will be required to review and sign off on this policy and the related complaint procedure.

Parents or legal guardians of the alleged victim(s), as well as of the alleged aggressor(s), shall be promptly notified of any complaint or investigation as well as the results of the investigation to the extent consistent with student confidentiality requirements. A record of the time and form of notice or attempts at notice shall be kept in the investigation file.

To the extent appropriate and/or legally permitted, **confidentiality** will be maintained during the investigation process. However, a proper investigation will, in some circumstances, require the disclosure of names and allegations. Further, the appropriate authorities may be notified, depending on the nature of the complaint and/or the results of the investigation.

Implementation

The Superintendent is responsible to implement this policy, and may develop further guidelines, not inconsistent with this policy.

This policy is not intended to and should not be interpreted to interfere with legitimate free speech rights of any individual. However, the District reserves the right and responsibility to maintain a safe environment for students, conducive to learning and other legitimate objectives of the school program.



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

STUDENTS
5517.01/page 3 of 7

Procedure

Any student who believes s/he has been or is the victim of bullying, hazing, or other aggressive behavior should immediately report the situation to the Principal or assistant principal. The student may also report concerns to a teacher or counselor who will be responsible for notifying the appropriate administrator or Board official. Complaints against the building principal should be filed with the Superintendent. Complaints against the Superintendent should be filed with the Board President.

Every student is encouraged, and every staff member is required, to report any situation that they believe to be aggressive behavior directed toward a student. Reports shall be made to those identified above. Reports may be made anonymously, but formal disciplinary action may not be taken solely on the basis of an anonymous report.

The Principal (or other administrator as designated) shall promptly investigate and document all complaints about bullying, aggressive or other behavior that may violate this policy. The investigation must be completed as promptly as the circumstances permit

() and should be completed within three (3) school days

after a report or complaint is made.

If the investigation finds an instance of bullying or aggressive behavior has occurred, it will result in prompt and appropriate remedial action. This may include up to expulsion for students, up to discharge for employees, exclusion for parents, guests, volunteers and contractors, and removal from any official position and/or a request to resign for Board members. Individuals may also be referred to law enforcement or other appropriate officials.

The individual responsible for conducting the investigation shall document all reported incidents and report all verified incidents of bullying, aggressive or other prohibited behavior, as well as any remedial action taken, including disciplinary actions and referrals, to the Superintendent. The Superintendent shall submit a compiled report to the Board on an annual basis.



NEOLA of MICHIGAN
LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

STUDENTS
5517.01/page 4 of 7

Non-Retaliation/False Reports

Retaliation or false allegations against any person who reports, is thought to have reported, files a complaint, participates in an investigation or inquiry concerning allegations of bullying or aggressive behavior (as a witness or otherwise), or is the target of the bullying or aggressive behavior being investigated, is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of Board policy, independent of whether a complaint of bullying is substantiated. Suspected retaliation should be reported in the same manner as bullying/aggressive behavior.

Making intentionally false reports about bullying/aggressive behavior for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Retaliation and intentionally false reports may result in disciplinary action as indicated above.

Prevention/Training [OPTIONAL]

- The Superintendent shall establish
 - a Bullying Prevention Task Force.
 - a program or other initiatives involving school staff, students, clubs or other student groups, administrators, volunteers, parents, law enforcement, community members, and other stakeholders, aimed at the prevention of bullying or other aggressive behavior.
- The District shall provide, and all administrators, school employees, contracted employees and volunteers who have significant contact with students shall undertake
 - annual

OR

 - _____ **[insert frequency]**

training on preventing, identifying, responding to, and reporting incidents of bullying and other aggressive behavior.
- The District shall provide, and all students shall undertake, annual training on preventing, identifying, responding to, and reporting incidents of bullying, cyber bullying and other aggressive behavior.



NEOLA of MICHIGAN

LOCAL TEMPLATES

~~BOARD OF EDUCATION
_____ SCHOOL DISTRICT~~

~~STUDENTS
5517.01/page 5 of 7~~

~~[] The District shall provide and all parents or legal guardians~~

~~() shall~~

~~OR~~

~~() shall be offered the opportunity to~~

~~undertake annual training on preventing, identifying, responding to, and reporting incidents of bullying, cyber bullying and other aggressive behavior.~~

~~[END OF OPTIONS]~~

Definitions

The following definitions are provided for guidance only. If a student or other individual believes there has been bullying, hazing, harassment or other aggressive behavior, regardless of whether it fits a particular definition, s/he should report it immediately and allow the administration to determine the appropriate course of action.

"**Aggressive behavior**" is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student's educational, physical, or emotional well-being. Such behavior includes, for example, bullying, hazing, stalking, intimidation, menacing, coercion, name-calling, taunting, making threats, and hitting/pushing/shoving.

"**At School**" is defined as in a classroom, elsewhere on school premises, on a school bus or other school related vehicle, or at a school-sponsored activity or event whether or not it is held on school premises. It also includes conduct using a telecommunications access device or telecommunications service provider that occurs off school premises if either owned by or under the control of the District.



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION

_____ **SCHOOL DISTRICT**

STUDENTS

5517.01/page 6 of 7

"Bullying" is defined as any gesture or written, verbal, graphic, or physical act (including electronically transmitted acts – i.e. internet, telephone or cell phone, personal digital assistant (PDA), or wireless hand held device) that, without regard to its subject matter or motivating animus, is intended or that a reasonable person would know is likely to harm one (1) or more students either directly or indirectly by doing any of the following:

- A. substantially interfering with educational opportunities, benefits, or programs of one (1) or more students;
- B. adversely affecting the ability of a student to participate in or benefit from the school district's educational programs or activities by placing the student in reasonable fear of physical harm or by causing substantial emotional distress;
- C. having an actual and substantial detrimental effect on a student's physical or mental health; and/or
- D. causing substantial disruption in, or substantial interference with, the orderly operation of the school.

Bullying can be physical, verbal, psychological, or a combination of all three. Some examples of bullying are:

- A. Physical – hitting, kicking, spitting, pushing, pulling; taking and/or damaging personal belongings or extorting money, blocking or impeding student movement, unwelcome physical contact.
- B. Verbal – taunting, malicious teasing, insulting, name calling, making threats.
- C. Psychological – spreading rumors, manipulating social relationships, coercion, or engaging in social exclusion/shunning, extortion, or intimidation. This may occur in a number of different ways, including but not limited to notes, emails, social media postings, and graffiti.



NEOLA of MICHIGAN

LOCAL TEMPLATES

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

STUDENTS
5517.01/page 7 of 7

"Harassment" includes, but is not limited to, any act which subjects an individual or group to unwanted, abusive behavior of a nonverbal, verbal, written or physical nature, often on the basis of age, race, religion, color, national origin, marital status or disability, but may also include sexual orientation, physical characteristics (e.g., height, weight, complexion), cultural background, socioeconomic status, or geographic location (e.g., from rival school, different state, rural area, city, etc.).

"Intimidation/Menacing" includes, but is not limited to, any threat or act intended to: place a person in fear of physical injury or offensive physical contact; to substantially damage or interfere with person's property; or to intentionally interfere with or block a person's movement without good reason.

"Staff" includes all school employees and Board members.

"Third parties" include, but are not limited to, coaches, school volunteers, parents, school visitors, service contractors, vendors, or others engaged in District business, and others not directly subject to school control at inter-district or intra-district athletic competitions or other school events.

For further definition and instances that could possibly be construed as:

Harassment, see Policy 5517;

Hazing, see Policy 5516.

MCL 380.1310B (Matt's Safe School Law, PA 241 of 2011)
Policies on Bullying, Michigan State Board of Education
Model Anti-Bullying Policy, Michigan State Board of Education

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| | | |
|----------------------|---|--------------------|
| Date: 2/13/12 | Committee: Finance/Personnel Members Attending: Mr. Calvin Jones, Mrs. Melissa Sherry, Ms. Dorothy Blackwell, Mr. Evan Nuffer | |
| Agenda Items | Description | Disposition |
| Personnel | <ul style="list-style-type: none"> • Update on WESPA member | For Discussion |
| Negotiations | <ul style="list-style-type: none"> • Update on WEA negotiations • WESPA negotiations Thursday, February 23 | For Discussion |
| Budget | <ul style="list-style-type: none"> • Current Year projections (2011-12) • Next Year projections (2012-13) • Impact of Governor's Budget Proposal | For Discussion |
| | | |

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
February 27, 2012**

Report #11-55

FOR ACTION

Subject: **Master Agreement
Waverly Education Association**

Recommendation:

The Interim Superintendent recommends the Board approve the tentative agreement and Addendum as negotiated between the Waverly Education Association and the Board of Education as presented.

Statement of Purpose/Issue:

To approve the agreement reached.

Background Information:

The Board and WEA representatives reached a tentative agreement for a two year contract on February 22, 2012. The agreement includes language changes reflected throughout the contract. This includes adjustments in teaching load and working conditions, professional compensation, association and teacher rights, teaching hours, calendar, benefits, retirement, part time teachers, and curriculum team.

The economic proposal of the tentative agreement in 2011-12 includes a \$400 off schedule payment for all full-time teachers, pro-rated for part-time teachers. For 2012-13 a \$350 off schedule payment will be made for all full-time teachers, pro-rated for part-time teachers. This tentative agreement includes an insurance change effective March 1, 2012 for 2011-12 and an insurance change effective July 1, 2012 for 2012-13.

Budget Impact:

The cost of the contract in the first year will be approximately \$201,248. The cost of the contract in the second year will be approximately \$269,710.

Options/Alternatives:

1. Ratify the tentative agreement
2. Not ratify the contract and start renegotiating.

Rationale for Recommendation:

The agreement was tentatively reached with the Board team and WEA unit. Bargaining unit will hold a ratification vote on March 1, 2012.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
February 27, 2012**

FOR DISCUSSION

Subject:

Budget Amendment 2011-12

Recommendation:

The Superintendent recommends the Board of Education approve the amended 2011-2012 general fund budget as presented, showing revenues of \$29,456,672 and expenditures of \$30,259,290.

Statement of Purpose:

In response to the final allocations of federal grant awards, changes in the administrative staff of the District, and the adoption of the Reading Street Core Curriculum, it is anticipated that actual revenues and expenditures will be greater than the current appropriations; therefore, it is necessary to amend the 2011-12 general fund budget.

Budget Impact:

The projected fund balance as of June 30, 2012 will be \$3,146,463

Historical Perspective:

The budget is amended as needed throughout the year in accordance with the Uniform Budgeting and Accounting Act

Discussion of Options:

The Board may adopt the recommendation as presented, reject the recommendation, or make an alternative recommendation

Rationale for Recommendation:

In accordance with the Uniform Budgeting and Accounting Act, when revenues are going to be less than estimated or expenditures are going to be greater than estimated, the Superintendent is to make a recommendation to reduce expenditures or increase the amount of fund balance available to appropriate for current year expenditures.

Strategic Plan Reference:

As the heart of the community, our mission is to educate and prepare each student to achieve her or his academic best, develop character, become a lifelong learner and contribute as a citizen of our global society.

Waverly Community Schools
 2011-12 General Fund Budget
 As of February 27, 2012

| <u>Account</u> | <u>Description</u> | <u>Approved 2011-12 Budget</u> | <u>Proposed 2011-12 Budget</u> | <u>Difference</u> |
|------------------------|-------------------------------|--|--|-------------------|
| Major Class 111 Totals | Property Tax Levy | 8,797,778 | 8,797,778 | - |
| Major Class 119 Totals | Delinquent Taxes | 23,550 | 23,550 | - |
| Major Class 131 Totals | Tuition | 7,900 | 7,900 | - |
| Major Class 151 Totals | Interest On Investments | 4,000 | 4,000 | - |
| Major Class 171 Totals | Athletic Revenue | 69,420 | 69,420 | - |
| Major Class 191 Totals | Rental on Buildings | 30,000 | 30,000 | - |
| Major Class 199 Totals | Miscellaneous | 1,000 | 1,000 | - |
| Major Class 311 Totals | State Revenue | 16,010,428 | 16,064,201 | 53,773 |
| Major Class 317 Totals | State Revenue - Flowthru ISD | - | 37,000 | 37,000 |
| Major Class 414 Totals | Federal Grants | 1,977,273 | 2,174,411 | 197,138 |
| Major Class 417 Totals | Grants Through Intermediates | 396,454 | 396,454 | - |
| Major Class 418 Totals | Unrestricted Flow Thru Grants | 11,209 | 11,209 | - |
| Major Class 519 Totals | IISD Reimbursements | 1,839,749 | 1,839,749 | - |
| | Total For Revenues | 29,168,761 | 29,456,672 | 287,911 |

Waverly Community Schools
2011-12 General Fund Budget
As of February 27, 2012

| <u>Account</u> | <u>Description</u> | <u>Approved 2011-12 Budget</u> | <u>Proposed 2011-12 Budget</u> | <u>Difference</u> |
|---|---------------------------------------|--|--|-------------------|
| Function 111 Totals | Elementary | 6,548,523 | 6,683,523 | 135,000 |
| Function 112 Totals | Middle School | 3,111,094 | 3,067,714 | (43,380) |
| Function 113 Totals | High School | 4,756,692 | 4,756,692 | - |
| Function 118 Totals | Preschool | - | 33,200 | 33,200 |
| Function 119 Totals | Summer School | 2,000 | 2,000 | - |
| Function 122 Totals | Special Education | 2,962,014 | 2,962,014 | - |
| Function 125 Totals | Compensatory Education | 571,275 | 534,097 | (37,178) |
| Function 199 Totals | Holding Account for Employee Benefits | 10,000 | 10,000 | - |
| Function 212 Totals | Guidance Services | 462,289 | 462,289 | - |
| Function 215 Totals | Speech Pathology & Audiology | 535,684 | 535,684 | - |
| Function 216 Totals | Social Work Services | 585,847 | 605,847 | 20,000 |
| Function 218 Totals | Teacher Consultant | 273,036 | 273,036 | - |
| Function 219 Totals | Other Pupil Services | 51,695 | 51,695 | - |
| Function 221 Totals | Improvement of Instruction | 503,139 | 559,723 | 56,584 |
| Function 222 Totals | Educational Media Services | 625,166 | 625,166 | - |
| Function 225 Totals | Instruction Related Technology | 295,437 | 340,482 | 45,045 |
| Function 226 Totals | Supervision & Direction | 444,404 | 409,013 | (35,391) |
| Function 231 Totals | Board of Education | 89,927 | 89,927 | - |
| Function 232 Totals | Executive Administration | 289,723 | 420,302 | 130,579 |
| Function 241 Totals | Office of the Principal | 1,722,640 | 1,725,140 | 2,500 |
| Function 249 Totals | Other School Administration | 81,838 | 81,838 | - |
| Function 252 Totals | Fiscal Services | 271,831 | 300,922 | 29,091 |
| Function 257 Totals | Internal Services | 64,243 | 64,243 | - |
| Function 259 Totals | Other Business Services | 91,249 | 167,249 | 76,000 |
| Function 261 Totals | Operating Building Services | 3,270,112 | 3,270,112 | - |
| Function 266 Totals | Security Services | 65,712 | 65,712 | - |
| Function 271 Totals | Pupil Transportation Services | 1,016,630 | 1,017,630 | 1,000 |
| Function 283 Totals | Staff/Personnel Services | 194,817 | 174,603 | (20,214) |
| Function 284 Totals | Information Management Services | 197,088 | 197,088 | - |
| Function 285 Totals | Other Central Services | 1,100 | 1,100 | - |
| Function 293 Totals | Athletic Activities | 367,145 | 367,145 | - |
| Function 299 Totals | Other Support Services | 242,000 | 242,000 | - |
| Function 331 Totals | Community Activities | 34,206 | 39,707 | 5,501 |
| Function 371 Totals | Non-Public School Pupils | - | 3,217 | 3,217 |
| Function 623 Totals | Transfer to: Child Care Support | 119,180 | 119,180 | - |
| Total Expenditures | | 29,857,736 | 30,259,290 | 401,554 |
| Excess Revenue/(Expenditures) | | (688,975) | (802,618) | |
| Beginning Fund Balance | | 3,949,081 | 3,949,081 | |
| Projected Ending Fund Balance | | 3,260,106 | 3,146,463 | |
| Fund Balance as a % of Total Expenditures | | 10.92% | 10.40% | |

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
February 27, 2012**

Report #11-56

Subject: Personnel Recommendations

FOR ACTION

A. Retirement – Non-Certified

| <u>Name</u> | <u>Position</u> | <u>Years</u> | <u>Effective</u> |
|-------------|------------------------------|--------------|------------------|
| James Haeck | Service Building Maintenance | 25 Years | 7/29/12 |

B. Resignation – Non Certified

| <u>Name</u> | <u>Position</u> | <u>Reason</u> | <u>Effective</u> |
|-------------|-----------------|---------------|------------------|
| Linda Reed | Bus Driver | Personal | 3/6/12 |